



**MISSOURI DEPARTMENT OF TRANSPORTATION**  
**INFORMAL QUOTE GUIDELINES AND DOCUMENTATION**  
**FOR PURCHASES \$3,000 TO \$24,999.99**  
***THIS IS NOT AN ORDER***

**REQUEST FOR INFORMAL QUOTATION**

Please quote the lowest prices covering product specified and provide all information requested.

TODAY'S DATE:	02/10/2011	QUOTE DUE ON OR BEFORE:	02/15/2011; 10:00 AM CST	F.O.B. REQUIREMENTS:	DESTINATION TO JEFFERSON CITY, MISSOURI
<i>Product delivery shall occur within 14 calendar days of receipt of purchase order</i>		QUOTE No:	4-110215FR	BUYER NAME /TELEPHONE NUMBER:	FRANKIE J. RYAN 573-522-9481
Central Office Mailing Address Fax Number:	PO Box 270, Jefferson City, MO 65109 (573) 526-1218	Please fax quotation to (573) 526-1218		DELIVERY LOCATION: 910 MoDOT Drive, Jefferson City, MO 65109	

UNIT OF ISSUE	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE	
Each	ELLIPTICAL LEG POLYETHYLENE TANK MOUNTED ON A STEEL SKID (Agriculture Tank): see attached specifications.	1	\$	\$	<b><i>COSTS:</i></b> All costs associated with supplying this item must be included in the unit price. This includes, but is not necessarily limited to shipping and/or freight.
Bidder is to provide drawings and material specifications on tank being offered to MoDOT					
SEE ATTACHED SPECIFICATIONS AND DELIVERY INFORMATION					

Award: <i>All or None</i>	SEE ATTACHED FOR ADDITIONAL DETAILS AND REQUIREMENTS.
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Company Name:	
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All responses to this Request for an Informal Quotation MUST be submitted on this form and MUST be returned to the Buyer listed above at the Central Office mailing address shown. See attached for conditions and instructions. **Quotation can be faxed to (573) 526-1218.**

**VENDOR INFORMATION**

Vendor Name /Mailing Address	Vendor Contact Information (including area codes):				
	Phone #:				
	Fax #				
	Cellular #				
	Email				
Printed Name and Title of Responsible Officer or Employee:		Signature:			

Is your firm MBE or WBE Certified?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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## **QUOTE SUBMITTAL**

This solicitation seeks quotes from qualified organizations to provide an **Elliptical Polyethylene Tank on Steel Skid** to the Missouri Department of Transportation (MoDOT). ***Your written quote may be faxed back to (573) 526-1218, or else delivered by hand or courier service (UPS, Federal Express, etc.) to be received on or before the date and time specified on the front page of this Quote document, at the office of:***

Missouri Department of Transportation  
Attn: Ms. Frankie J. Ryan  
General Services - Procurement  
830 MoDOT Drive, Jefferson City, MO 65109 (physical location)  
P.O. Box 270, Jefferson City, MO 65102 (mailing address)  
**FAX: 573-526-1218**

## **COMPLIANCE WITH QUOTE REQUIREMENTS**

Failure to comply with the requirements published in this Quote may result in the Quote being subject to rejection. Product that does not meet specifications will cause all of the shipments to be returned at the bidders expense. ***Failure to comply with the specification requirements may result in Quote being subject to rejection.***

## **VENDOR NAME REGISTRATION**

On all Quote documents, the bidder must use the firm name under which he/she is registered to do business in the state of Missouri. The bidder must ensure that his/her firm name is registered with the office of the Secretary of State, as applicable. Failure to use the correct firm name on all Quote documents will result in delaying the award.

## **NON-EXCLUSIVITY**

The Missouri Department of Transportation reserves the right to obtain like or similar products of this or other manufacturers when use of such products is deemed in the best interest of MoDOT.

## **ADDITIONAL DOCUMENT SUBMITTAL REQUIREMENTS**

For the quote to be considered the two (2) below referenced attachments must be submitted to this office prior to any purchase order being issued to the winning bidder.

- Preference In Purchasing Products (to be signed and submitted with the quote)
- Missouri Service-Disabled Veteran Business Preference: (to be signed and submitted with the quote if the Bidder is claiming this preference)

## **PRODUCT DESCRIPTION AND GENERAL SPECIFICATIONS**

This specification is intended **for use in defining the general requirements for an Elliptical Polyethylene (HDPE) Tank (agricultural tank) on Steel Skid**. The bidder should submit drawings and material specifications on tanks being offered to MoDOT so that a determination can be made on whether or not the tank meets the general specification. MoDOT shall have the final decision concerning the acceptability of the product offered by the bidder as meeting the general specifications.

1. 3,100-3,400 gallon elliptical leg polyethylene tank
2. Minimum 1.5 specific gravity
3. Be equipped with baffles to reduce sloshing of liquid products
4. Have a minimum 2" drain opening in one end, but not larger than 4"
5. Length: 146"
6. Width: 88"
7. Height: 79"
8. Manway: 16"
9. Color: Natural
10. Tank will be mounted on a steel skid provided by the vendor in addition to the tank
11. All required tie down bands must be provided by the vendor in addition to the tank

### **Product Delivery**

The tank and all accompanying parts must be delivered to MoDOT's facility located at 910 MoDOT Drive, Jefferson City, MO 65109, *within fourteen (14) calendar days* after receipt of purchase order.

Prior to delivery of the tank, the Supplier must notify MoDOT twenty four (24) hours in advance of delivery. Tank delivery must be made on a work day, Monday through Friday, unless other arrangements have been made with, and approved by, MoDOT's project manager. **The Supplier may contact the project manager at 573-680-1273.**

**Award:** Award will be "all or none" to the lowest, responsive bidder offering a product that meets or exceeds the general specifications.

Notification of award will be at the time the tabulation is posted to the Internet. It is the sole responsibility for all bidders to check the website for bid results.

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# PREFERENCE IN PURCHASING PRODUCTS

DATE: \_\_\_\_\_

The bidders attention is directed to Section 34.076 RSMo 2000 which gives preference to Missouri corporations, firms, and individuals when letting contracts or purchasing products.

Bids/Quotations received will be evaluated on the basis of this legislation.

**All vendors submitting a bid/quotation must furnish ALL information requested below.**

## FOR CORPORATIONS:

State in which incorporated: \_\_\_\_\_

## FOR OTHERS:

State of domicile: \_\_\_\_\_

## FOR ALL VENDORS:

List address of Missouri offices or places of business:

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## THIS SECTION MUST BE COMPLETED AND SIGNED:

**FIRM NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**BY (signature required):** \_\_\_\_\_

**Federal Tax I.D. #:** \_\_\_\_\_ **if no Federal Tax I.D. # - list Social Security #:** \_\_\_\_\_

NOTE: For bid/quotation to be considered, the "Preference in Purchasing Products" form must be on file in the General Services (Procurement) Division and must be dated in the current calendar year.

## MISSOURI SERVICE-DISABLED VETERAN BUSINESS PREFERENCE

By virtue of statutory authority, RSMo 34.074, a preference will be given all contracts for the performance of any job or service to service-disabled veteran business either doing business as Missouri firms, corporations, or individuals; or which maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing bids, in their entirety, are comparable.

### Definitions:

**Service-Disabled Veteran** is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.

**Service-Disabled Veteran Business** is defined as a business concern:

- a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and
- b. The management and daily business operations of which are controlled by one or more service-disabled veterans.

If an offeror meets the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and is either doing business as a Missouri firm, corporation, or individual; or maintains a Missouri office or place of business, the offeror **must** provide the following with the proposal in order to receive the Missouri service-disabled veteran business preference over a non-Missouri service-disabled veteran business when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing proposals, in their entirety, are comparable:

- a. A copy of a letter from the Department of Veterans Affairs (VA), or a copy of the offeror's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty) from the branch of service the offeror was in, stating that the offeror has a service-connected disability rating ranging from 0 to 100% disability; and
- b. A completed copy of this exhibit

(NOTE: For ease of evaluation, please attach copy of the above-referenced letter from the VA or a copy of the offeror's discharge paper to this Exhibit.)

By signing below, I certify that I meet the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and that I am either doing business as a Missouri firm, corporation, or individual; or maintain Missouri offices or places of business at the location(s) listed below.

### Veteran Information

### Business Information

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Service-Disabled Veteran's Name, (Please Print)

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Service-Disabled Veteran Business Name

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*Service-Disabled Veteran's Signature*

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Missouri Address of Service-Disabled Veteran Business